



Municipal Assessment Agency Inc. Report to Stakeholders

November 2, 2017 – 3:30 pm to 4:00 pm
Corner Brook Civic Centre
Corner Brook, NL

1. Call to Order

Chairperson Dean Ball called the meeting to order at 3:30 p.m. and welcomed everyone.

2. Introduction of Board of Directors and Staff

The Chair introduced the Board of Directors and staff of the Municipal Assessment Agency.

Board of Directors

Mayor Dean Ball, Deer Lake
Western Director / Board Chair

Mayor Paul Pike, St. Lawrence
Eastern Director

Mayor Roger Barrett, Reidville
MNL Representative

Councillor Deb Barney, L'Anse au Loup
Labrador Director

Councillor Peggy Roche, Torbay
Urban Director

Dave Denine, Mount Pearl
Taxpayer Representative

Dave Blundon, Gander
Taxpayer Representative

Vida Greening, Town Clerk / Manager
Port Blandford
PMA Representative

Regrets

Mayor Elizabeth Moore, Clarke's Beach
Avalon Director / Board Vice-Chair

Bob Hobbs, Bishop's Falls
Central Director

Staff

Sean Martin
Executive Director / CEO

Don Hearn
Director, Valuation Services

Terry Peckham
Director, Field & Data Services (A)

Jennifer Quilliam
Manager, Financial Operations

Terry Janes
Commercial Assessor

Katie Park
Administrative Clerk

Cathy Morgan
Executive Assistant

3. Minutes of October 6, 2016

Client municipalities were notified via email that the minutes of October 6, 2016 were available on the Agency's website. No issues, errors, or omissions noted.

It was **moved by Dave Blundon, seconded by Peggy Roche** to approve the minutes of October 6, 2016. **Motion carried.**

4. Business Arising

Under the Corporation's Act, the only shareholder of the Municipal Assessment Agency is the Minister of Municipal Affairs and Environment.

The Chair announced that the Agency's fee for assessment services will be reduced by \$1.00 to \$27.00 per assessment with no charge for Crown Land and low value parcels. The Chair noted that this is the second time in four years that the Agency has reduced its fees to client municipalities and, when combined with its previous reduction, represents a 7% savings to municipalities.

The reduction is effective January 1, 2018. Client municipalities will be notified of their exact fees in the next few days.

5. Presentation of Operations Report

The following publications are available on the Agency's website: <http://www.maa.ca>.

- Annual Report 2016-2017
- Audited Financial Statements 2016-2017

Mr. Sean Martin, Executive Director/CEO, presented the Agency's 2017 Operational Report. Highlights as follows:

1. \$398,414 surplus
 - One-time valuation revenue \$60,000
 - Staff retirements
 - One-time reduction in severance/vacation due to retirements \$140,000
 - Legal costs reduced by \$50,000
2. Total taxable value for Province (excludes City of St. John's)
 - \$574m in New Construction and Renovation (up from \$337m last year)
 - 30,256 site reviews completed last year
 - 58 staff (down from 61 last year)
3. Fall Administrator Training Program
 - Coordinated with Professional Municipal Administrators (PMA) and Municipal Training Development Corporation (MTDC)
 - Three sessions scheduled for early December in Clarendville, Corner Brook, and St. John's
 - Elected official training is available upon request

4. Board Elections

- Ten member Board of Directors:
 - Two taxpayer representatives
 - PMA representative
 - MNL representative
 - Six elected municipal representatives
 - Election follows municipal elections
 - Four-year term
 - Voting ends December 14, 2017
 - Election results announced December 15, 2017
 - List of nominees included for informational purposes

5. 2019 Reassessment

- Scheduled for 2019
- Notices to be delivered in 2018
- Subject to legislative changes
- Based on market value of January 1, 2017

No comments or questions were raised.

6. Other Business

A prize draw was held at the end of the session. The winner of the deluxe First Aid Kit was the Town of Pouch Cove.

No other business.

7. Adjournment

The Board Chair thanked everyone for attending. He encouraged delegates to visit the trade show and to contact the Agency with any further questions or concerns.

Meeting adjourned 3:55 p.m.

Dean Ball, Board Chair

Catherine Morgan, Scribe